



**Date:** January 20, 2009  
**To:** City Manager for Council Action  
**From:** Director of Planning and Inspection  
**Subject:** Continuation of Big Box Retail Ordinance Process Evaluation

**EXECUTIVE SUMMARY:**

On December 2, 2008, the City Council considered an interim policy that establishes a review procedure for big box retail applications that exceed 90,000 square feet. The Council adopted the policy, with changes, and requested that staff analyze the process for adopting an ordinance that would codify limitations on big box retail. Staff has done research and drafted a report but must conclude an evaluation of the possible alternatives and complete administrative and legal review of this work prior to presenting the report to Council.

Staff is recommending a short postponement of the this report to February to conclude this work. This work could be ready for the regular meeting of February 10, 2009, but insofar as that date includes the Community Development Block Grant and Home Investment Partnerships Act federal funding public hearing and the Council Principles & Priorities review, staff is requesting the Big Box Retail item be continued to the meeting of February 24. Staff will contact interested parties to inform them of this continuance, as well as the new date for the Council report.

**ADVANTAGES AND DISADVANTAGES OF ISSUE:**

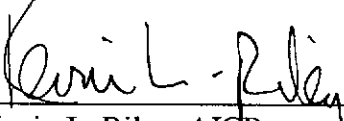
Postponement of the review of the merits and process for a possible ordinance would not be substantially affected by a two to four week delay. There are no known proposals or pending applications that might be affected by this added time for staff evaluation of the ordinance concept. The interim policy remains in place.

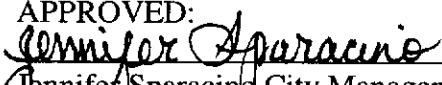
**ECONOMIC/FISCAL IMPACT:**

There is no cost to the City other than administrative staff time and expense.

**RECOMMENDATION:**

That the Council continue the Big Box Retail Ordinance Process Evaluation to February 24, 2009 and direct the City Manager to contact persons who have expressed interest in this matter regarding this continuance.

  
Kevin L. Riley, AICP  
Director of Planning and Inspection

APPROVED:  
  
Jennifer Sparacino City Manager

**Documents Related to this Report:**

1) None

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